

Memorandum

DD/ST# 1536-65

TO : Executive Officer, DD/S&T

DATE: 29 MAR 1965

FROM : Director of Logistics

SUBJECT: Delays in Effecting Payment to Contractors

1. A goal of this Office is to have for the Agency a reputation among contractors for prompt payment. Contractors are entitled to prompt payment and may well need it if they are borrowing operating funds. The Agency benefits from prompt payment in good will and a good disposition on the part of contractors to meet our requirements.

2. One cause of delay is the absence of an Inspection Report from the Technical Officer or the Engineering Officer having responsibility for a contract. Invoices cannot be certified for payment without this report. (See paragraph 16.b.(1), [REDACTED])

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3. It will be appreciated if you will ask your engineering and technical officers to assist us in this effort.

25X1A

ALAN M. WARFIELD

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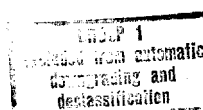
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DD/ST# 1536-65

Executive Officer, DD/SAT

29 MAR 1965

Director of Logistics

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